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58-1449

*Equip. Supply*

14 April 1958

## MEMORANDUM FOR THE RECORD

SUBJECT: Functional Furniture

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1. A meeting was held in the office of the Director of Logistics at 1330 hours on 9 April 1958 to discuss functional furniture requirements. In attendance were:

Mr. Garrison, DL	Mr. [REDACTED] DD/I
Col [REDACTED] DDL	Mr. [REDACTED] DD/P
Mr. [REDACTED] OL/SD	Mr. [REDACTED] OL/BPS
Mr. [REDACTED] OL/PD	Mr. [REDACTED] OL/PD

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2. The discussion was opened outlining the general scope of the unitized (modular) furniture; as effected by Governmental policy with respect to procurement and issuance; the problem confronting the procurement of non-standard and proprietary type of furniture as to requirement for advertising and competition; the restrictive and limiting specifications which may preclude competitive bidding; that the present discussion should be directed to scheduled and/or standard commercial type of furniture. The desirable approach toward a realistic evaluation would be the acquisition of a pilot number of units for test purposes.

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3. Mr. [REDACTED] presented a report of requirements for specific items to equip 84 out of every 100 employees that will use the functional type of furniture. The requirements and supporting drawings illustrating various combinations were discussed.

4. Since furnishing of the new building with unitized (modular) furniture may be an expensive and extended project, the Director of Logistics indicated that the considerations therefore should be relegated to the Steering Committee in conjunction with Building Planning. Ensuing discussions in this respect developed the understanding that when the results of the pilot test are obtained and firm desired requirements are known, the matter will be submitted to the Committee. Also, consideration should contemplate an orderly replacement procedure in accordance and cooperation with GSA furniture procurement policies within the range of availability of funds.

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JOB NO. [REDACTED] FILE NO. [REDACTED] DOC NO. [REDACTED] NO CHANGE  
IN CLASS. [REDACTED] CLASS. [REDACTED] TO [REDACTED] [REDACTED] [REDACTED]  
NEXT REV. DATE [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
NO. 205 [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
REV. CLASS. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
REV. COORD. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

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5. Mr. [REDACTED] reintroduced the proposition that the two drawer safe is a basic component of the unitized (modular) furniture. The effective testing of the furniture would require a relative number of the two drawer safes which at the present time are in limited supply. He felt that suitable number of these safes could be obtained for testing purposes by reshuffling the existing safes.

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6. Mr. [REDACTED] indicated that both Diebold and Mosler have developed or are developing a safe which will meet security requirements. Mr. [REDACTED] advised that inquiries would be made to ascertain the status of the Diebold and Mosler safes.

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7. A return to the proposition of a pilot test was resolved with the determination that a review of the requirements for test purposes would be made by Mr. [REDACTED]. A selection of the particular components desired, the availability from the GSA schedule or standard commercial supply and cost will be determined. Substitution of mock-up components for testing purposes may be necessary for certain non-readily available components.

8. It was agreed that when availability and price of the desired components have been determined, procurement would be initiated.

/s/

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